

ORDINANCE NO. 2014-24

Amend the Personnel Ordinance to increase Field Training Officer pay for Communication Operators

Executive Summary

New 9-1-1 Communications Operators receive over 560 hours of training before they are able to work on their own. An additional year of necessary experience is then required before they are allowed to work with a part-time Communications Operator. During new Communications Operator training, an experienced Communications Operator is assigned the role of training officer. The Training Officer is required to document all of the activities the new Communications Operator has performed and was trained on. This important documentation is required so that Jefferson County and the Training Officer are both protected against any possible liability claims. The Training Officer is continuously documenting during the shift along with watching and assisting the new 9-1-1 Communications Operator so that no call is missed and officer safety is maintained. Almost all of the training is conducted at the work station where it is real time radio traffic, actual 9-1-1 calls and actual Sheriff's Department phone calls. All of these extra responsibilities are placed upon the Training Officer. The Training Officer is held responsible for the complete and accurate training of a new 9-1-1 Communications Operator. The Training Officer is also looked at by their peers within the division as being the person with the answers because of their training.

Currently, Communications Operators are compensated an additional \$.35/hour when they assume the duties of Training Officer. This is compared to an additional \$2.00/hour that deputies receive when they assume similar responsibilities. Therefore, the Human Resources Committee recommends increasing the Field Training Officer (FTO) pay for Communications Operators to an additional \$2.00/hour, effective January 1, 2015. This would equate to an additional \$1,053.36 for each new Communications Operator hired. The County has hired an average of 1.5 Communication Operators per year over the past 11 years.

THE COUNTY BOARD OF SUPERVISORS OF JEFFERSON COUNTY DOES HEREBY ORDAIN AS FOLLOWS:

Section 1. Section HR0360(B)(8)(a), Hours of Work, Overtime and Compensatory Time shall be amended as follows:

HR0360 HOURS OF WORK, OVERTIME AND COMPENSATORY TIME.

B. Non-exempt Employees

8. Shift Differentials and Premium Pay: [cr. 12/13/11, ord. 2011-21; am. 04/16/2013, ord. 2013-02; am 06/11/2013, ord. 2013-07]

a. Communications Operators working the second shift shall receive ten cents (\$.10) per hour in addition to their regular rate of pay; employees working the third shift shall receive twenty (\$.20) cents per hour in addition to their regular rate of pay; employees working a swing shift shall receive twenty-five (\$.25) cents per hour in addition to their regular rate of pay. ~~Dispatchers~~ Communications Operators working in a Field Training Officer (FTO) capacity for four (4) hours or more will receive a

thirty-five (\$.35) cents per hour shift differential for those hours. Effective January 1, 2015, Communications Operators working in a Field Training Officer (FTO) capacity for four (4) hours or more will receive two (\$2.00) dollars per hour shift differential for those hours. [cr. 12/13/11, ord. 2011-21]

Section 2. This ordinance shall be effective January 1, 2015.

Fiscal Note: The total cost will vary on the number of new Communications Operators hired each year.

Adopted by the Jefferson County Board of Supervisors this 12th day of November 2014.

s/Jim Schroeder

Jim Schroeder

Chair

ATTEST:

s/Barbara A. Frank

Barbara A. Frank, County Clerk

Published this 18th day of November 2014.

Ayes: 29 Noes: 0 Abstain_____ Absent: 1 Vacant_____

Ayes: Jones, Kelly, David, Tietz, Braugher, Buchanan, Wineke, Rinard, Counsell, Reese, hartz, morse, Lund, Nass, Payne, Kutz, Hanneman, Schroeder, mode, Kannard, Poulson, Jaeckel, Edwards, Foelker, Zentner, Borland, Schultz, Babcock, Christensen.

Absent: Morris

Requested by
Human Resources Committee

11-12-14

Terri M. Palm: 10-15-14

APPROVED: Administrator: BW; Corp. Counsel: JBW; Finance Director: BL